



Benzie Transportation Authority

Executive Committee Meeting

Tuesday, June 19, 2018 4:30 p.m.

Benzie County Government Center, Beulah, Michigan 49617

Minutes approved as presented August 8, 2018

Welcome and Call to Order

Chairwoman Amy Herczak called the meeting to order at 4:30 p.m.

Present: Evan Warsecke, Amy Herczak & Susan Kirkpatrick

Absent: Geno Allen

- 1. Approval of Minutes of June 7, 2017** *Motion* by Evan to approve June 7, 2017 Executive Committee Meeting Minutes as presented Second by Susan. **All ayes, motion carried.**
- 2. Public Comment** None
- 3. Election of Chairperson** It was concluded that the Board Chair should be the Executive Committee Chair. *Motion* by Evan, Second by Susan. **All ayes, motion carried.**
- 4. Executive Director Job Description** It was reviewed by BTA Staff without any suggestions and the Committee concluded that it was very thorough and also no recommendations for changes.
- 5. Executive Director Contract** The contract was amended to allow for 457 contributions to be included in E.D. salary, dates changed for June 1, 2018 to May 31, 2019 expiration, mileage rate will be a MDOT agreed rate. *Motion* by Evan, Second by Susan. **All ayes, motion carried.**
- 6. 2018 Bonus** It was discussed about Staff bonuses vs salary adjustments. For 2018 Executive Committee thought that the Board might be receptive to bonuses for performance and 2019 budget has raises proposed and a salary study is underway to determine how competitive BTA drivers are compensated relative to the competition.
- 7. E.D. Performance Evaluation** Amy will ask Josh for a copy and get the Board to participate for August meeting.
- 8. Old Business** None
- 9. New Business** BTA was nominated for Benzie Chamber Community Achievement Award. Applications due in August.
- 10. Public Comment** None
- 11. Future Meeting Schedule** August 8th 4:30 the week prior to the Board Meeting.

William Kennis, Recording Secretary

Date